

**TO:** Deer Park CAER/LEPC Team  
**SUBJECT:** Minutes of March 25, 2008 - Hosted by the City of Deer Park

### **CALL TO ORDER**

Ron Crabtree, Chairman, called the meeting to order at 11:00 a.m.

### **INTRODUCTIONS**

Self introductions were given by Dan E. Agbanyim of Harris County Public Health & Environmental Services; Dave Riggs of Centre for Toxicology & Environmental Health; and Holly Norwood and Ron Hill of AT&T.

### **MINUTES**

Motion was made by Tracy Roberts and seconded by Ed Hawthorne to approve the minutes of February 26, 2008. Motion carried unanimously.

### **FINANCIAL REPORT**

Motion was made by Sam Pipkin and seconded by David McKinney to accept the financial report for February, 2008 as follows:

LEPC Fund Balance	\$ 62,236.62
Wally Wise Guy Campaign	\$ 15,825.02

Motion carried unanimously.

### **COMMITTEE REPORTS**

#### **Sam Pipkin, Chairman Communication Subcommittee, reported:**

**Red Alert Phone** – Rita White with AT&T is here and can elaborate on the system. Ms. White commented, “AT&T can investigate problems on the line with the equipment.”

Chairman Crabtree asked, “Who maintains the equipment, AT&T or the plant?” to which Ms. White replied, “AT&T maintains the phones themselves. This system was purchased in 1998, so we may need to discuss future plans for replacement.”

Chairman Crabtree commented, “After the Phillips event in 1989, the system has had a lot of support throughout the years because of the features necessary for access to the area, however, the equipment is probably obsolete and should be re-evaluated.”

Vice-Chairman Davis commented, “After Phillips, there were a lot of companies in the industrial neighborhoods who joined this venture and installed and utilized the ENS (Emergency Network System).”

Ed Hawthorne commented, "I suggest the biggest benefit was the joining together of government and industry by providing the ability to call locally during such an event. My company added the additional switch connection to be able to call in/out. You can't call the LEPC if you don't have this same system, and although there hasn't been an event such as the Phillips event since then, there have been other events which might have required the use of this system, such as the hurricanes, Katrina and Rita."

***Action Item: Chairman Crabtree charged Sam Pipkin to meet with AT&T and the Communications Subcommittee to evaluate the technical limitations, if any, of the current system and its effectiveness, and to make a recommendation to the LEPC on upgrading the system and what budgetary implications may be involved.***

**E-Notify** – "There will be a demonstration of the system at the April meeting."

Chris Hext, Lubrizol, asked, "Can we get a demonstration?"

**David McKinney, Chairman Community Awareness Subcommittee, reported:**

**Household Hazardous Materials Collection Day** – "We are working with Ben Alexander, the city's Transfer Station Supervisor, and looking at options due to possible permitting regulation issues to determine an event date."

***Action Item: Ron Crabtree and Dave McKinney will continue working with Transfer Station Supervisor to discuss HHMCD activities for 2008.***

**Totally Texas Festival** – "We have sent a sign-up sheet around for volunteers for this year's Totally Texas Festival which is April 11<sup>th</sup> and 12<sup>th</sup>."

**2009 Calendar Theme** – "We are discussing ideas for the 2009 Calendar theme and welcome suggestions for the theme from the committee."

**Plant Managers Network Presentation** – "Chairman Crabtree and I are working with the Plant Managers Network to schedule a meeting. Once a date has been determined, we will enlist the subcommittee chairs for the presentation and are looking at updates to the LEPC activities, and emphasizing to the managers the role their company representatives play at the meetings."

***Action Item: Ron Crabtree and Dave McKinney schedule meeting with Plant Managers Network.***

**New Business/Residents** – "We will be sending Shelter-In-Place information to the new businesses and new residents this summer."

**Tracy Roberts, Chairman Emergency Response Subcommittee reported:**

**2008 Drill** - "The Drill has been scheduled for September 12, 2008 from 8:00 -11:00 a.m. at the CIMA building. This will be a tabletop drill on communications, and Minh Foods has agreed to participate as the scenario's involved industry."

**Ed Hawthorne, Chairman Transportation Subcommittee, reported:**

**Projects** – “We met on March 4, 2008 and looked at possible transportation hazardous issues to see if our current plans, procedures, and policy on communications and response is adequate to handle various hazardous incidents. For 2008, we will start our emphasis with the pipelines which pass through the City of Deer Park. We will focus on how to contact the pipeline owners, look at their and the city’s plans, invite pipeline associates and groups to future meetings for an understanding of what their products are and how they conduct their business. We are also looking at communications processes for “when you dig and where”. We want to determine what updates need to be addressed and initiated to the pipeline emergency plans and the city’s plan. We would like to have a member of the Deer Park Police Department and Harris County assigned as Emergency Response Subcommittee members.

Our next meeting is April 1, 2008 at Deer Park Fire Station #1 from 10:30 a.m. – 12:00 p.m.

***ACTION ITEM: Transportation Subcommittee to coordinate meetings with pipeline companies to determine current emergency plans and possible updating of both pipeline and city plans.***

Chairman Crabtree commented, “This is an area that needs attention and we appreciate the Transportation Committee’s focus on this project.”

**NEW BUSINESS**

**AKZO Nobel** – Ron Wilson reported, “We had a fire at our facility on Battleground Road. There were no injuries, and no offsite impact. As a precaution, we shut down Battleground from 12:30 – 1:30 a.m. due to smoke visibility. We are in the process of investigating the root cause of the fire.”

Ed Hawthorne asked, “This was treated as a Level II, and an all clear was given at 1:25 a.m.”

Chairman Crabtree commented, “Anytime there is a possibility of an offsite impact, the incident should be treated as a Level III. In this case, the closing of Battleground Road put the incident into a Level III category and should have been reported as such so that Dispatch could have put out notifications. The City then follows up on all notifications and responses. Sam will review the incident with Akzo per the city’s procedures, and a follow-up report should be made at the April meeting.”

***ACTION ITEM: Akzo Nobel and Sam to make follow-up presentation at the April meeting.***

**NEXT MEETING**

The next meeting will be April 22, 2008 at Deer Park City Hall.

ATTEST:

APPROVED:

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Sandra Watkins, TRMC, CMC  
City Secretary

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Ronald V. Crabtree  
Chairman